

Approved January 8, 2014

WATER/WASTEWATER FACILITIES COMMISSION
COMMISSION MINUTES

December 11, 2013

A meeting of the City of Fitchburg Water / Wastewater Commission was held on December 11, 2013 at the JA Provincial Building, 1200 Rindge Rd, Fitchburg, MA.

The meeting commenced at 4:30 p.m.

Members present: Lenny Laakso, Commissioner DPW
Rick Healey
George Siener
Michael McLaughlin
Carol Brown
Ron Lubianez

Members Absent: None

Others present:
Denis Meunier, Deputy Commissioner Water
Joseph Jordan, Deputy Commissioner W.W.
Cheryl McLarney, Hi-Gear Products Crawford Street Fitchburg

ITEM # 1: Approval of last meetings minutes:

The minutes for the October 9, 2013 meeting were approved by unanimous vote.

Note: No Commission meeting was held in November 2013

ITEM # 2: Public Forum:

No forum comments were received.

ITEM #3: Mr. Meunier reported that the City, acting through the Water Division, is the recipient of a MA Energy and Environmental Affairs Watershed Protection Grant. The Grant in the amount of \$178,525 will be used to purchase, in fee, 110 acres of watershed land and place into a conservation restriction an additional 53 acres of land currently known as the Kirby property located on the municipal boundaries of Fitchburg, Ashby and Ashburnham in the Northern Watershed.

ITEM #4: Mr. Meunier reported that he had received approval from the Mayor to fill two job vacancies within the Water Division. The two positions include, a Treatment Plant Operator and a Light Motor Equipment Operator. The positions will be filled as soon as possible.

ITEM # 5: Proposal by Hi-Gear Products to sell solar energy credits to the City:

- Mr. Jordan introduced Ms. Cheryl McLarney of Hi-Gear Products located on Crawford Street in Fitchburg. Ms. McLarney explained that Hi-Gear installed solar panels on the roof of their building in Fitchburg for the purpose of generating electricity. To date they have amassed \$210,000 worth of energy credits over and above the electric use at their facility. High-gear is interested in selling these credits to the City for use at the East Wastewater Facility for 85% of their value. The City would obtain \$1.00 worth of credit on electricity delivery charges billed by Unitil and pay a discounted rate of \$0.85. At the present time Hi-Gear is interested in selling all of their excess credits on an annual basis.

After considerable discussion a motion was made by Commissioner McLaughlin and seconded by Commissioner Lubianez to approve the purchase of the available energy credits from Hi-Gear contingent on review and approval by the City Solicitor, City Council and Mayor. Motion carried by unanimous vote.

ITEM #6

- **Discussion and vote to consider sole source procurement of certain items associated with upgrade of the treatment process at the East Wastewater Treatment Facility:** Mr. Jordan presented written information to the Commission, compiled by Wright-Pierce Engineering, in support of his request to approve sole source purchasing of various pieces of equipment vital to the ongoing upgrade and rebuild of the East Wastewater Treatment Facility.

The equipment recommended is as follows:

1. *Anaerobic Selector Zone Mixers: Invent Environmental Technologies*
2. *Second-Stage Aeration Tank Blowers: Aerzen*
3. *Programmable Logic Controllers: Allen Bradley*
4. *Primary and Secondary Stage Pump Gallery Sump Pumps: Weil Pump*
5. *YSI DO probes and Analyzers: YSI.*

The equipment presented has been evaluated and compared to equipment supplied by other manufactures. The proposed equipment has been determined to be unique in providing benefits to the City in terms of allowing for the successful operation of the upgraded facility and/or provides consistency and compatibility with systems previously installed at the plant. The full evaluation and recommendation is attached and made part of these minutes. A vote by the Commission is necessary prior to forwarding this recommendation to the Purchasing Agent and the City Solicitor for further review as to conformance with MA procurement laws.

After some discussion a motion was made by Commissioner Siener and seconded by Commissioner Lubianez to recommend the sole source procurement of the listed items in conformance to all applicable State procurement laws. The motion carried by unanimous vote.

ITEM #7

General update of on-going projects.

Mr. Jordan updated the Commission regarding the status of several, in progress, upgrades at the East Wastewater Facility. All upgrade projects are on schedule and performing as intended. In addition, the CSS-4D sewer separation project will be starting actual construction within the next week. A contract to provide combined sewer manhole rehabilitation throughout the City is, however stuck in purchasing at this time. The rehabilitation work is required as part of the overall Consent Decree signed by the City and the Justice Department to correct sewer system deficiencies in the City.

The next meeting is scheduled for January 8, 2014 at 4:30 pm at the East Fitchburg Wastewater Treatment Facilities, Lanidies Lane, Fitchburg, MA.

The meeting adjourned at 6:05 PM

Minutes Prepared by _____
Denis Meunier